# JATRAN Handilift Advisory Committee Meeting Minutes May 30, 2012

The meeting was held in the first floor conference room of the Hood Building, 200 South President Street. Attending today's meeting were: Dr. Scott Crawford, Chairperson; Rev. Sam Gleese, City ADA Coordinator; Ms. Traci Brent, City of Jackson Transit Services/ADA Transportation Accessibility Coordinator, Mr. Theo Letman, JATRAN's new General Manager (PTM); Dewayne Cheatham, JATRAN Director of Operations), Lee Cole, Jason Bunch, Namon Hulitt, Jr., Willie Cook, Jerri Walton, Attorney Kay Hardage (DRMS), and Karen Robinson, JATRAN Handilift Dispatcher.

The meeting convened at 1:04pm.

## Approval of Minutes:

Chairperson Crawford read aloud the minutes from the March 28<sup>th</sup> meeting. Lee Cole motioned that they be adopted as read, seconded by Jason Bunch. The vote was unanimous in favor of adopting the minutes as read.

### Old Business:

Official Bylaws - The chairperson worked on creating Handilift Advisory I. Council bylaws, and had a draft for review by the Council. They were based in large part on the Fixed Route Advisory Council bylaws. Crawford read them aloud. There was some question as to the proper name of the body. It is listed as a "committee" on the website, but the chair pointed out that the minutes themselves have used the term "council" as long as he can recall. Obviously, the name should be consistent. Crawford recommended that the website use the name reflected in the minutes, which reads "JATRAN HANDILIFT Advisory Council." ADA Coordinator Gleese pointed out that, whereas the meeting is open to the public and all are welcome, that voting members of the committee be those appointed by the ADA Coordinator. Rev. Gleese said he would email the chair with a list of the official council members. Other issues discussed included: what should constitute a voting quorum, and whether Karen Robinson should retain voting status, given the fact that she now works for JATRAN as a dispatcher (possible conflict of interest). Crawford indicated that Ms. Robinson's presence is vital to the functioning of this forum, but the ultimate issue of her voting status remained undecided. The chairperson said he should be considered for re-election this September, since he has served about three years in that position. Crawford offered to work with Reverend Gleese in the coming weeks to revise the draft bylaws to reflect issues discussed during the meeting. It will be reviewed again during the next session.

#### **New Business:**

II. Minimum Timeframe for Cancelling a Handilift Ride - The chair suggested that the order of the agenda be altered so that a high priority item under new business could be discussed at length. Rev. Gleese wanted to review what constitutes the minimum acceptable cancellation notice. Mr. Cheatham and Mr. Letman indicated that the current Handilift Rider's Guide stipulates one hour in advance of the scheduled pickup. Ms. Cole expressed her opinion that it should be thirty minutes because some people, particularly those who can use sedan type vehicles, might be able to get a ride home with a friend and therefore might need to cancel on shorter notice. Ms. Hardage indicated that the one-hour advance notice of a cancellation was approved by the Department of Justice.

There was additional discussion about how many cancellations JATRAN receives a month, and Mr. Cheatham answered about six hundred. Ms. Robinson offered that there were very few Handilift customers who have several no-shows a month. None so far have incurred the five per month that is the threshold for a usage review that might result in a suspension.

III. Appointees for the City Council Special Transportation Committee – City Councilman Lumumba's transportation committee was originally charged to meet for one year, so he requested that this committee consider whether to reappoint its representatives or to choose new ones. Mr. Jason Bunch agreed to continue on that committee as alternate, and Dr. Crawford said he was willing to continue as the primary representative. Crawford asked if there were any nominations for new appointees, but there were none. It was therefore decided that Chairperson Crawford and Mr. Bunch would continue to serve on the City Council Special Transportation Committee.

#### Old Business:

- IV. Ordering Handilift Buses With More Wheelchair Securement Locations The Chair asked if Ms. Brent received his email with pictures of the bus from Nashville, TN. She said she had, and two paratransit buses have been ordered with the traditional rear side-by-side wheelchair configuration. However, two more will be ordered with more wheelchair slots. Crawford said that he had a conversation with MDOT Public Transit Director Shirley Wilson and Procurement Specialist Alfred Tatum, who both indicated that the City could order paratransit buses with any interior configuration thought appropriate. Heretofore, it was the understanding that there was some obstacle to altering the seat configuration on state contracts. Apparently that is not the case. Ms. Brent said she would look into ordering additional buses with foldaway seats during the next fiscal year.
- V. Update on Taxicab Fare Increase The ADA Advisory Council recommended some months ago that increased taxicab fares should be made "Contingent upon a demonstrated track record of providing equivalent service to people with disabilities, including those that use wheelchairs." The taxicab fare increase

passed and is now in effect, without such language or stipulations. The chairperson attended a City Council Transportation Committee meeting earlier in the day. At that meeting, there was an update on the customer service and hospitality training to be given to licensed taxicab operators, and there was some discussion of amending the taxicab ordinance to include service for people that use wheelchairs, and others with disabilities who need accommodations. Crawford gave a brief review of the lawsuit in New York City that may end up requiring a certain percentage of taxicabs (perhaps 20%) to be wheelchair accessible. Possible amendments to the City ordinance will be discussed in a separate meeting with Councilman Lumumba, but it is not certain if there will be anyone from the disability community at that meeting.

Announcements: The next meeting of the JATRAN Handilift Advisory Committee was scheduled for Wednesday July 18<sup>th</sup> at the Hood Building, 200 South President Street, First Floor Conference Room.

There being no further business, the meeting adjourned at 2:30pm.

These Minutes were written by Committee Chairperson, Scott M. Crawford, Ph.D. and approved at the July 18, 2012 regular meeting.